

Information from Approved Travel Request

Traveler

Name: Xin, Zhang
Address: 7700 Sandholdt Road
Moss Landing, CA, 95039
USA

Trip Information

Destination: Gulf of California, Mexico
Departure Date: 3/5/2008
Return Date: 3/17/2008
Travel Auth Num: T08-0174
Travel Purpose: To participate in the Gulf of California Expedition

Budget Items

Category	Quantity	Cost	Total
Airfare	1	Amount: \$1,130.00	\$1,130.00
Lodging	Days: 4	Cost/Day: \$100.00	\$400.00
Meals	Days: 4	Cost/Day: \$65.00	\$260.00
Total Budgeted Items:			\$1,790.00

Assignments (After Reimbursement)

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5530-000-Travel - Foreign	(none)	\$1,790.00
Total Budget:			\$1,790.00

Cash Advance

Requested Amount: \$0.00

3rd Party Reimbursement

Reimburer:
Amount:

Traveler Remarks

Expense Report Information

Grand Totals: Budget: \$1,790.00 Expenses: \$588.00

Category: Airfare

Comment: This airfare wasn't purchased just before the expedition was cancelled. So a credit is available for future flights.

Tran Date	How Paid	Description	Cost	Personal Amount	Total
2/7/2008	MBARI AMEX	Airfare to La Paz	\$588.00	\$0.00	\$588.00
Category Total:					\$588.00

Assignments

Project	Account	Reference Number	Total
200001.00-Greenhouse Gases	5530-000-Travel - Foreign	(none)	\$588.00
Total:			\$588.00

Reimbursements

Actual Cash Advance: \$0.00

3rd Party Reimbursement: \$0.00

Expense Report Remarks

Because the expedition was cancelled there aren't any other charges besides airfare on this expense report.

Auditor Remarks

Amount Due Traveler

Cash Expenses: \$0.00

Personal Amount: -\$0.00

Cash Advance: -\$0.00

Amount Due Traveler: \$0.00